

OVERSEAS REASSIGNMENT OUTPROCESSING GUIDE!!

DO NOT SCHEUDLE APPOINTMENTS UNTIL PCS ORDERS ARE IN HAND!!

ORDERS WILL BE SENT TO SOLDIER AND BDE. NO PICK-UP!

ORDERS - Bldg 5450, Room 245. **90** days prior to report date (when possible). Questions: Contact your Bn or Bde S-1. **PCS ORDERS E-MAILED TO BDE S-1 AND SOLDIER! NO PICK-UP!**

1. TRANSPORTATION ISSUES: PERSONAL PROPERTY - Bldg 5450, Room 102. PHONE: 751-5138. **PORT CALL/PASSPORTS/PERSONNEL MOVEMENT** - Bldg 4350. PHONE: 751-7531/6053.

2. FAMILY HOUSING - Bldg 5450, Room 241. PHONE: 751-5331/5788/7566.

3. FINANCE - Bldg 5450, Room 129. PHONE: 751-6669.

4. ACS EFMP: Bldg 5450, Room 120. Phone: 751-5256 Email: jacksonc1@jackson.army.mil

5. CENTRALIZED IN/OUT PROCESSING - Bldg 5450, Room 200. PHONE: 751-7673/7674.

6. COMMUNITY HEALTH NURSING— Scales Avenue Bldg 4556 PHONE: 751-5251

7. SOLDIER MEDICAL SCREENING – Follow instructions on handout attached to DA Form 4036. (Complete dental portion before reporting for medical portion.) Return a copy of the completed DA Form 4036 to Reassignments within 21 days of your briefing.

8. SOLDIER DENTAL SCREENING – HAGEN DENTAL CLINIC – Bldg 5330. Phone 751-4091 (WALK-IN BASIS 0730-1630) (First step in completing DA Form 4036)

9. EXCEPTIONAL FAMILY MEMBER SCREENING (EFMP) – MACH 10th Floor. Phone: 751-2505/2081

10. PHASE II REASSIGNMENT BRIEFING – Strom Thurmond Bldg 5450, Room 213, immediately after the Phase I Reassignment briefing. (You are required to attend this mandatory briefing within 30 days of your Phase I briefing.) Contact ACS at 751-5256 with your questions.

11. ANTI-TERRORISM/FORCE PROTECTION BRIEFING: Required within 12 months of report date through AT/FP or at www.at-awareness.org. The site specific briefing must be viewed **within two (2) months** of reporting to the overseas area through DPTM, your S2 or at <http://travel.state.gov/travelwarnings.html>. Phone: 751-6019.

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